



Williamston Area Senior Center – Board Meeting Minutes December 12, 2023

Board Members Present: Ann Lemmen, Marilyn Thompson, Karleen Dimick, Sharon Basil, Mark Steinberg, Beth Zetterholm, Karen Bollman, Drew Danowski and ex-officio members Ray Lemmen and Director Julie Rudd **Absent:** John Allen/Wheatfield Twp, Tammy Gilroy/City of Williamston, and Wilma Whitehead/LeRoy Twp.

I. Call Meeting to Order

President Ann Lemmen called the meeting to order at 1:00 p.m.

II. Approval of Agenda

Marilyn asked for the Merindorf Property to become a standard agenda item from here on as it will be a focal point at each board meeting. Karen moved to accept the agenda, 2nd by Mark. Motion passed.

III. Approval of Minutes

Minutes from the September 12, 2023 Board Meeting were present for the Board's review. Beth made a motion to approve the minutes, 2nd by Sharon. Motion passed.

IV. Director's Report

- Julie introduced a new staff member, Ann McKinney as the Event Coordinator.
- Julie shared an extensive report on all she has done in the community and county with pursuing a facility, locating funds, writing grants, doing presentations and promoting our senior center. Karen read an unofficial email commending Julie on the excellent presentation she gave at the December 4th Ingham County Commissioners meeting.
- Julie also highlighted the many events, fundraisers and donations during the months of September, October and November
- Emphasis on marketing continues in the Fowlerville News & Views, Facebook and our website
- Outreach included providing holiday cookies for the library's Annual Holiday Open House and handing out 9 holiday centerpieces from the Garden Club to seniors who may need something special or a shut in.

Motion to accept the Director's Report was made by Sharon. 2nd by Beth. Motion passed.

V. Treasurer's Report

The November 2023 Finance Report was presented for the Board's review.

Ray Lemmen noted the following items:

- November 30, 2023 cash balances in all accounts is \$191,021.95
- Michigan payroll taxes will now be submitted on a monthly basis.

Motion to approve the November 30, 2023 Financial Report was made by Beth, 2nd by Karen. Motion passed.

VI. OLD BUSINESS

- **Name Change** – Making a name change that is more inclusive of the surrounding area could attract more support for our cause. A name that has been tossed around is *Northeast Ingham Senior Center* (NEISC). The Board suggested Julie put the name out there to get the community's opinion.
- **Recognition of a Volunteer** – The Board thanked Marilyn for volunteering her time as event coordinator until someone was hired to fill that position. She replied how much she enjoyed helping.

VII. NEW BUSINESS

- **Board Frequency and Time Board Meetings** – As the senior center moves forward to fund a new facility and upcoming mileage renewal, it was suggested that the Board may need to meet more often.
- **Fundraising and Grant Opportunities** – Julie has been in contact with Senator Debbie Stabenow's office and Representative Julie Brixie's office seeking available grants. Both offices are very interested in helping us. Meanwhile, we as a Board, need to come up with some fundraising opportunities. Drew wanted to know if someone could donate online. He will set that up to make it available for the public to donate anytime. We need to take advantage of Tuesday Giving Day (2024), promote it to those who like to make year-end donations and designate a fundraiser on Facebook. Drew said he would help put technology fundraisers in place so we can take advantage of these opportunities.
- **2 Board Member Term Expiring** – Drew Danowski is resigning from the Board as of today's meeting due to his full-time job and family obligations. His term would have ended in 2024. He did state that he would continue volunteering his time helping the seniors and the office with their technology. Karen Bollman's term will end in 2024. She said she will continue attending and helping where needed at the senior center. The Board will be looking for community members who can offer their best interest in the future of the senior center.
- **Authorized Check Signers** – Julie requested for a change to the Office Procedures allowing her to sign checks only in the absence of Karleen Dimick and Ray Lemmen. There are enough checks and balances in place that would allow her to sign checks without jeopardizing the system. Beth made a motion to allow Julie Rudd to sign checks in the absence of the other two signatories, 2nd by Karen. Motion passed.
- **Merindorf Property** – Julie gave her update in the Director's Report. She also added that she talked directly with the owner, Lynn Merindorf. He seems very pleased to have the senior center interested in his building. Mark stated that he attended a Williamstown Township committee meeting where the members all agreed to support putting the senior center millage on the township ballot for next year.

VIII. Board Comment – Karleen thanked Julie for all she has done putting her heart into the senior center. Karen let us know that March 3rd is the upcoming senior center fundraiser at the Williamston Theater.

IX Public Comment - None

X. Adjournment

Beth moved to adjourn the meeting. 2nd by Karleen. Passed by consensus.
Meeting adjourned at 2:40 pm

Submitted by:

Marilyn Thompson

Board Secretary